

**POLICE COMMITTEE
MINUTES of MEETING
July 15, 2019**

Call to Order

The meeting was called to order at 6:00 p.m. in the police department training room. In attendance: Chairman Kenny, Alderman Vaughan, Alderman Chlystek, Chief Thomas and City Administrator Bryon Vana.

Public Comment and Communications

No public comments or communications were made.

Minutes

The minutes of the rescheduled May 28, 2019 meeting were unanimously approved.

Agenda Memo – A request for approval of the expenditure of budgeted funds, line item 01-40-4325 Consulting/Professional Services, for the one-year law enforcement policy manual update subscription with Lexipol, LLC in the amount of \$8,313.

Alderman Kenny commented that this request is approximately \$300 under budget. Chief Thomas relayed to the committee that this is a standing annual item on the budget. Lexipol provides policy updates to the police department. IRMA recommends that the City uses Lexipol for keeping up with changes in policies. Chief used the recent changes in the marijuana laws as an example. They also provide daily training bulletins for officers so that they remain current on policy updates. A discussion about how this helps cover the officer's liability ensued. Alderman Chlystek motioned to approve seconded by Alderman Vaughan. The motion was unanimously approved.

Agenda Memo – A resolution approving an intergovernmental agreement regarding the Peer Jury Program between the Village of Downers Grove and the City of Darien.

Chief Thomas reviewed with the committee the highlights of the agreement. Alderman Kenny commented that the Village of Downers Grove assumes the lion's share of the responsibility with this agreement and Chief Thomas agreed. Chief clarified that the students selected for the jury are from various schools in the area and this program provides an option for juveniles committing minor infractions other than entering the juvenile court system. Alderman Vaughan motioned to approve seconded by Alderman Chlystek. The motion was unanimously approved.

Agenda Memo – Police Department Reorganization

Chief presented to the committee his plan for reorganizing the police department. With recent retirement of Commander Piccoli, Chief feels this provides an opportunity to reorganize the department and change it for the better. He requested the elimination of the two commander positions. He recommended moving Commander Rentka to a newly created Deputy Chief of Operations position. Chief requested the creation of a new civilian position, Manager of Administrative Services. He recommended promoting Rosemary Gonzalez to this new position and eliminating her current position of Administrative Assistant II. Alderman Kenny inquired if Rosemary meets the education requirements of the position and Chief confirmed that she does have a Bachelor of Science degree in Business Administration, in addition her experience with the

department also qualifies her for the position. Chief reviewed the salary modifications with these changes. Chief noted this new civilian position will allow the sergeants more time to concentrate on their law enforcement functions creating greater efficiency. Lastly, Chief requested the creation of an Investigative Sergeant position, which would add a 7th sergeant to the force. Two sergeants in the department have expressed an interest in the position. Once filled, the investigative sergeant position will create a patrol sergeant vacancy. Chief recommended the promotion of Ofc. Austin Jump who sits as #1 on the current sergeant's eligibility list. The committee discussed the duties and responsibilities of the new positions and the costs and benefits to the City. Chief reiterated these changes will provide increased benefit to the City and little to no impact on the budget. Alderman Chlystek motioned to approve seconded by Alderman Vaughan. The committee unanimously approved the motion.

Agenda Memo – Emergency Management Coordinator

Chief explained that the appointment of an Emergency Management Coordinator (EMC) is required by statute. Commander Piccoli was the previous EMC. Before he retired, Sergeant Norton was groomed for this position he attended all of the training and EMC meetings. Chief said Sergeant Norton is ready for the position and he recommends him for the job. The committee discussed the type of incidents that would require the EMC's attention. They reviewed the duties and state requirements of the EMC. The motion was unanimously approved to appoint Jason Norton as Emergency Management Coordinator.

Chief's Monthly Report

Chief briefed the Committee on the highlights of his monthly report.

Next Meeting Date – August 19, 2019

Adjournment – The meeting was adjourned at 6:52 p.m.

Approved: _____
Date

Alderman: _____
Thomas Chlystek

Chairman: _____
Joseph Kenny

Alderman: _____
Lester Vaughan